



Iowa Department of Human Services

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Governor

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Director

INFORMATIONAL LETTER NO.1787-MC-FFS-D

DATE: May 2, 2017

TO: All Iowa Medicaid Providers

APPLIES TO: Managed Care, Fee-for-Service and Dental

FROM: Iowa Department of Human Services (DHS), Iowa Medicaid Enterprise (IME)

RE: Final Notice - Provider Enrollment Renewal

EFFECTIVE: Immediately

On September 19, 2016, Informational Letter [1723](#)¹, Reminder Regarding Enrollment Renewal, for all providers was issued.

Provider enrollment renewal is an Affordable Care Act (ACA) requirement for **all providers in order to stay active with the IME and a Managed Care Organization (MCO)**. This practice helps ensure program integrity. If you have not completed enrollment renewal by **June 30, 2017**, the IME and MCOs will terminate you as a Medicaid provider. **The IME and MCOs will not be able to reimburse you for services if you are not actively enrolled with the IME.** If your enrollment is terminated with the IME you will be required to submit new enrollment forms.

To check your renewal status (excluding individual Consumer Directed Attendant Care (CDAC) providers), login to the Iowa Medicaid Portal Access (IMPA) system and open the Re-enrollment section and select your Tax Identification Number. If the status indicates anything other than **complete**, then the renewal process has not been completed. In some cases the final step of the process requires providers to print and mail specific documentation to the IME. Some providers have completed the online steps however have not completed the required supporting documentation step. If you have not started enrollment renewal, follow the directions provided in Informational Letters [1571](#)² or [1702](#)³. CDAC providers refer to Informational Letter [1494](#)⁴.

If you have any questions, please contact the IME Provider Enrollment Unit at 1-800-338-7909, option 5 or by email at IMEProviderEnrollment@dhs.state.ia.us.

¹ https://dhs.iowa.gov/sites/default/files/1723-MC-FFS-D_%20Reminder_Provider_Enrollment_Renewal.pdf

² https://dhs.iowa.gov/sites/default/files/1571_Enrollment_Renewal.pdf

³ https://dhs.iowa.gov/sites/default/files/1702_ProviderEnrollmentRenewal2016.pdf

⁴ https://dhs.iowa.gov/sites/default/files/1494-Individual_CDAC_Enrollment_Renewal.pdf